

Louisiana



Drinking Water Revolving Loan Fund Program

**Small System Technical Assistance Set-Aside Work plan
EPA Capitalization Grant for FFY11
September 2011**

Introduction

The State of Louisiana has submitted to the Environmental Protection Agency (EPA), an application pursuant to Section 1452 of the Safe Drinking Water Act Amendments (SDWAA) of 1996 for a capitalization grant for the Louisiana Drinking Water Revolving Loan Fund (DWRLF). The Intended Use Plan (IUP) was an additional required document which detailed how the state would utilize the Federal allotment of funds available to the DWRLF Program as authorized under the Drinking Water Revolving Loan Fund Act (R.S. 40:2821 et seq). Included in the IUP was a description of the uses of the set-aside funds allowed under sections 1452(g)(2) and 1452(k) of the SDWAA for both non-project and project activities.

This work plan is required by 40 CFR 35.3540 (c) and is the State of Louisiana's detailed

description of specific strategies to accomplish the activities identified in the Intended Use Plan for the Small System Technical Assistance Set-Aside.



Funding

The State reserves 355,960 (2.0% of \$17,798,000) from the FFY11 cap grant to fund the small system technical assistance set-aside. Louisiana specifies \$100,000 of the FFY11 cap grant for this set-aside and classifies the remaining \$255,960 as unspecified. The cumulative remaining balance of unspecified funds of \$2,202,930 will be retained to take from a future capitalization grant to fund small system technical assistance activities in future years. The expenses associated with this set-aside for SFY '12 are included in the following charts and a list of allocated cost categories is shown on the top of the following page.

Description	Amount Budgeted
Salaries (1 FTE)	\$62,000
Fringe Benefits	\$5,968
Travel Expenses	\$7,559
Operating Expenses	\$3,044
Contracted Svc	\$0
Allocated Costs	\$21,429
TOTAL	\$100,000

Category
Salaries
Fringe Benefits
Travel
Operating Svc
Supplies
Contracts
IAT Admin & DP
IAT Tel/Ins
Equipment
TOTAL



Goal

Provide assistance to small systems in meeting SDWA compliance.

In particular, the State of Louisiana's major SDWA compliance problem is bacteriological maximum contaminant level (MCL) violations occurring in small PWSs under the Total Coliform Rule. Much of the effort will be to address the prevention of bacteriological

MCL violations with quarterly Safe Drinking Water Compliance Training Schools and by on-site visits of a representative who will work with the owner/operator of non-compliant systems on a one-on-one basis to troubleshoot the disinfection equipment as well as train the operators to read and record chlorine residual readings.

Objective

These funds will be used to provide technical assistance to Public Water Systems (PWS) serving populations of 10,000 or fewer persons. This will be accomplished by funding two Circuit Riders - one technical position within the DWRLF Program and one through a contract with an organization having expertise in working with small PWSs.



Output

DHH/OPH:

1. Assist those small systems serving fewer than 500 people who were not required to have certified operators (ex. Subdivisions trailer parks, Mom and Pop grocery stores, etc.) until April 1, 2002. These are also the systems that routinely experience compliance problems. Essentially, the Circuit Rider will work with these systems to educate them on the operator requirements, familiarize them with other state and federal regulations governing their systems, and disseminate information regarding upcoming training sessions. At the same time, the Circuit Rider will address any technical assistance needs the system might have.
2. The Circuit Rider will also work with existing systems that are chosen for

capacity assessments. This may involve such efforts as researching files for data regarding management training attendance, certified operators of record, violation data, and sanitary survey data; on-site interviews of owners/operators; and participation in individual system workplan development.

3. Participate in DWRLF quarterly training sessions for public water systems. This includes research and preparation of presentations covering pertinent topics for these trainings.
4. The circuit rider will assist those water systems in non-compliance with the Consumer Confidence Report (CCR) requirements.

Circuit Rider

The circuit rider activities to assist water systems may consist of visits to those systems being assisted as well as office activities, such as researching information; file searches; solving problems by communicating from the office by phone, fax, email, or mail; or any other office activity that will assist small water systems. The systems to be assisted are defined as small PWSs, which include systems serving under 10,000 population and could be classified as either community or non community which includes transient and non-transient. Their corporate structure is not a consideration.

1. Conduct on-site technical assistance visits to provide quality technical assistance to rural and/or small municipal water system personnel on operation, maintenance, finance, management, regulatory requirements,

health concerns, conservation issues and/or issues relevant to the State of Louisiana.

2. Conduct annually a minimum of 420 technical assistance on-site visitations, a preferred minimum of 35 visitations per month. The visits shall geographically



cover the state of Louisiana and shall be a continuity of service.

3. Speak at quarterly training sessions on operations and maintenance for small public water systems.

Deliverables



- I. The circuit rider contractor will submit the following reports to DHH staff for review:
 - a. Written report within 30 days after each training session
 - b. Written report detailing monthly on-site technical assistance visits
 - c. Quarterly reports containing recommendations for each technical assistance visit

- d. End-of-year report that makes overall assessment of project

2. OPH circuit rider will prepare monthly reports detailing activities.

Schedule

Because of the need for technical assistance by small systems in Louisiana, the State plans to continue to implement this set-aside as long as capitalization grants are provided. Consequently, there is not expected to be a completion date for this activity; however, the

State specified \$100,000 of the FFY11 capitalization grant monies for these activities. We expect the schedule for expenditures for this set-aside to be July 2011 through June 2012 with approximately \$100,000 being expended.

Responsibilities

The sole responsibility for this activity rests with the DHH/OPH. The circuit rider falls under civil service rules and job performance is reviewed accordingly. The contracted circuit rider is

required to submit reports of work accomplished. The staff member responsible for monitoring the contract will review these reports for adherence to the contract requirements.

Evaluation Process

Attendance at proposed training sessions will be assessed to compare attendance numbers against actual visits made prior to the session to determine any impact that visits may have on getting system personnel to the training session.

Monthly and quarterly activity reports submitted by the circuit riders will be reviewed to monitor output requirements.

